

**MARYLAND BOARD OF MORTICIANS AND FUNERAL DIRECTORS  
OPEN SESSION MINUTES  
JUNE 8, 2016**

The meeting was called to order with a quorum at 1:08 p.m. by Victor C. March, President.

**BOARD MEMBERS PRESENT**

Victor C. March, President  
James Govoni, 2<sup>nd</sup> Vice President  
Vernon Strayhorn, Sr., Secretary  
Gladys Sewell  
Wayne Cooper  
Robert Bradshaw Jr  
Mark Bailey  
Dr. Camille Bryan

**ABSENT BOARD MEMBERS**

Dr. Ahmed Elzaree  
D. Lynn Newman, 1<sup>st</sup> Vice President  
Lynn Shuppel

**STAFF**

Ruth Ann Arty, Executive Director  
Darlene Cline, Licensing Chief  
Thomas Anderson, Health Occupations Inspector  
Anthony DeFranco, Board Counsel

The meeting was called to order at 1:08 pm. Mr. March moved for approval of April and May's minutes. A motion was made and approved with corrections in May's minutes, as Wayne Cooper was not present, but was recorded as being present.

**ADMINISTRATIVE REPORT**

Ruth Ann Arty, Executive Director reported for those people that owe the Board CEU's and sent emails of what they were taking, we are getting to the end of that time. So, if you have done them and have not sent them in, please remember to send them. Your license was renewed conditionally. Transport class will resume the last week in June. Anyone who has a transport company and needs to hire new employees and missed the class in June should contact Ms. Arty, as we have a way of making sure the regulations, are reviewed without the class.

The Board has become aware of a memo in regards to the 2012 Human Dignity act and some confusion about the legislation that was passed by the legislature was not being enforced by the Board. The Board does not enforce the portion regarding the inspection of out of state funeral homes, and has not been doing that for almost three years.

**EXECUTIVE COMMITTEE REPORT**

No report.

**FAMILY SECURITY TRUST FUND ADVISORY COMMITTEE**

Gladys Sewell, Chair reported the Family Security Trust Fund Advisory Committee met yesterday to review the statutes. The next meeting is scheduled for July 12, 2016 at 1:30 pm. There is currently \$951, 625.04 in the fund.

### **PRE-NEED COMMITTEE REPORT**

In Mr. Newman's absence, Ms. Arty reported the following. We are still seeing incorrect preneed forms that are not consistent with the July 1, 2014 change in the preneed law. We encourage you to look at your forms and look at the statute, so if Mr. Anderson (Inspector) comes to audit, you have already had a chance to correct it. If you want to correct your forms and are having difficulties, please contact the Board, and we will help. Mr. March added we are almost two years into the new preneed statute and changes regarding the writing of pre-need, and we are still seeing a number of firms that have not complied with the new regulations and that is a major concern for this Board. Mr. March also asked everyone to familiarize yourself with the new regulations, and make sure you are in compliance from a form perspective, as well as the way your funds are set up, and properly titled with the financial institution that you are using.

### **ESTABLISHMENT COMMITTEE REPORT**

Jim Govoni, Chair reported on the following establishments.

#### Name Approval

Mr. Govoni, moved for name approval of new crematory Chesapeake Cremation Services, LLC, located at 7401 Belair Road, Baltimore, Maryland 21236. A Motion was made and approved.

#### Mortuary Transport Permit

Mr. Govoni moved for approval of D&M Transport for mortuary transport permit. A motion was made and approved pending final paperwork.

### **LICENSURE COMMITTEE REPORT**

Jim Govoni, Chair, reported on the following licensees.

#### Change of Sponsor

Mr. Govoni moved for approval of change of sponsor for Jane Ostergaard to James E. Lincoln of James E. Lincoln Funeral Home P.A.. A motion was made and approved.

#### Apprentice

Mr. Govoni moved for approval of Matthew Cannon for apprenticeship with Newcomb & Collins Funeral Home, P.A., with Gary Newcomb as his sponsor. A motion was made and approved.

Mr. Govoni moved for approval of Oliver Tregoning for apprenticeship with Beall Funeral Home, and Thomas P. Zizos as his sponsor. A motion was made and approved.

Mr. Govoni moved for approval of Rebecca Campbell for apprenticeship with Francis J. Collins Funeral Home, Inc., with Richard Gates as her sponsor. A motion was made and approved.

Mr. Govoni moved for approval of Tracey Stout for apprenticeship with McComas Funeral Home, with Kimberly Zavrotny as her sponsor. A motion was made and approved.

Mr. Govoni moved for approval of Ilish Stevens for apprenticeship with Hines-Rinaldi Funeral Home, with Gary Gise as her sponsor. A motion was made and approved.

Mr. Govoni moved for approval of Lashon Davis for apprenticeship with Freeman Funeral Service, with Glenda Freeman as her sponsor. A motion was made and approved.

#### Mortician

Mr. Govoni moved for approval of Kasi Hughes for mortician. A motion was made and approved.

Mr. Govoni moved for approval of Jewel Murray for mortician. A motion was made and approved.

#### **CONTINUING EDUCATION UNITS COMMITTEE**

In Dr. Alzaree's absence Dr. Bryant reported on the following CEU's.

NFDA – NFDA Arranger Training – August 16, 2016 – 6 CEU's. A motion was made and approved.

NFDA – 2016 Annual All-Staff Training with the FTC Rule Open Dates - 4 CEU's. A motion was made and approved.

NFDA – Hospice from the Inside Out – August 11, 2016(Webinar) – 1 CEU. A motion was made and approved.

NFDA – 2016 NFDA International Convention & Expo Educational Session – October 23-26, 2016 – a Maximum of 24 CEU's. A motion was made and approved.

Cremation Association of North America – CANA 98<sup>th</sup> Annual Cremation Innovation Convention – August 10-12, 2016 – 10.5 CEU's. A motion was made and approved.

NFDA – How Green Burial Help Families Rediscover Meaning in Funeral Service – August 25, 2016 – 1 CEU's. A motion was made and approved.

Order of the Golden Rule – How to Write an Obituary Worth Reading – June 16, 2016 – 1 CEU. A motion was made and approved.

Order of the Golden Rule – Funeral Directors & Legal Advice: Don't Take the Risk – July 14, 2016 – 1 CEU. A motion was made and approved.

Order of the Golden Rule – Where Does My Business Stand? Benchmarks in Profitability – August 25, 2016 – 1 CEU. A motion was made and approved.

Order of the Golden Rule – 7 Integrated Components of HR for Small Firms with Limited Resources – September 22, 2016 – 1 CEU. A motion was made and approved.

Order of the Golden Rule – People Skills that Build Trust & Lead to Repeat & Referral Calls – November 10, 2016 – 1 CEU. A motion was made and approved.

### **NOMINATING COMMITTEE**

Gladys Sewell, Chair reported the following new officers:

Victor March – President

D. Lynn Newman – 1<sup>st</sup> Vice President

James Govoni -2<sup>nd</sup> Vice President

Vernon Strayhorn – Secretary

A motion was made and approved for the new officers.

### **OLD BUSINESS**

Mr. March reported there was advice from the AG's office regarding mortuary transport regarding mortuary transporters. The Board has met and developed a statement of its interpretation. The Board will be posting its action and opinion on the Board's website.

William Bowen Jr. requested and was allowed to address the Board regarding certifications and use of CEU's for both certification and CEU's.

Mark Bailey reported, due to pending issues, we have decided to table the issuance of the mortuary transport badges until we get further clarification, therefore we will be rescheduling a date to be announced.

### **LEGISLATIVE UPDATE**

The Complaint Regulations that have been under review have been released and the Secretary signed it today.

### **AJOURNMENT**

Pursuant to Maryland State Government Article, Code § 10-501 et. Seq., on a motion by Victor C. March, President, and seconded by the Board unanimously voted to close its meeting.